

# Construction of Infrastructure Improvements by Private Contract

## Overview

This information applies to all infrastructure improvements constructed under private contract in public easement, public right-of-way, and/or private property including water lines, stormwater/drainage systems, sanitary sewer, and paving improvements.

Prior to commencement of construction, the following must be submitted to and approved by the City Engineer's Office:

- Engineered plans (11x17)
- Plan Review Fee
- Recorded easements
- Electronic .dwg and .pdf files of signed, approved plans for sanitary, water under 500', drainage and paving projects (saved at 22x36)
- Electronic .dwg and .pdf files (saved at 22x36) on all projects and Mylars of signed, approved plans for water projects 500' or more
- Bonds (Statutory & Performance and Maintenance) on City of Wichita bond forms

At the completion of construction, the following must be submitted to the City Engineer's Office:

- Final Record Plans in pdf format and Mylars for water projects 500' or more
- Inspection Logs
- Test Documentation
- TV Videos and/or Water Quality Test
- Pipe certifications

## Owner/Developer Responsibilities

The Owner is responsible for hiring a Consultant Engineer, Contractor, and Inspector and is responsible for seeing that all involved persons fulfill the requirements of this policy.

## Consultant Responsibilities

### Engineered Plans

The Consultant Engineer needs to furnish complete plans to the City Engineer's Office. All plans need to be stamped by a professional engineer licensed in the state of Kansas. Final water plans 500' or more need to be on 22"x36" Mylar for approval signatures. Final sanitary, drainage, paving, and water plans under 500' need to be 22"x36" paper for approval signatures.

Upon approval, final .dwg and signed .pdf (saved at 22x36) files are required to be submitted to the City Engineer's Office along with the following 11x17 copies:

PPW:	2
PPS:	0
PPD:	0
PPP:	0

Cover sheets and standard detail sheets are available in AutoCAD format on Engineering's FTP site in the Private Project Folder in Details - Utilities section.

### Water Line Projects:

Plans are required for any line publicly maintained, any domestic service line over 2", and any fire protection line, from the tap to the building and/or furthest hydrant. Profile is required for the entire fire protection line, but only for the public portion of a domestic service line.

### Sanitary Sewer Projects:

Plans (plan and profile) are required for any publicly maintained line, and any private sewer line 8" or larger.

### Stormwater/Drainage Projects:

Developments that require stormwater management facilities, detention ponds, downstream channel protection, water quality treatment, and/or storm sewers shall submit a (ppd) plan. For information on the plan submittal process and possible permit application see the City web site at <http://www.wichita.gov/Government/Departments/PWU/Pages/Documents.aspx> under the Stormwater tab.

Stormwater permit applications shall be submitted with all supporting documentation to the Public Works & Utilities Stormwater Management Division in pdf format.

Plans (plan and profile) are required for publicly maintained lines, as well as private lines 12" in diameter or larger.

### Paving Projects:

Plans are required for any public or private street or for any changes being made in City of Wichita Right of Way that cannot be issued under a pavement cut permit. Please see the Permit FAQ sheet on the website for information on what requires a pavement cut.

## Plan Review Fee

This fee reimburses the City for the costs of plan review, recording, final inspection, and administration of the project. The Consultant Engineer submits it to the City Engineer's Office along with preliminary plans. It is based on the project size according to the following fee schedule:

### Water, Sewer and Drainage

100' or less	\$150
100' - 500'	\$250
500' - 1000'	\$350
Over 1000'	\$0.35 per foot

### Paving

100' or less	\$250
100' - 500'	\$375
500' - 1000'	\$500
Over 1000'	\$0.50 per foot

Checks should be made out to:  
*City of Wichita.*

## Recorded Easements

Easements and corresponding tract maps are to be recorded at the Sedgwick County Courthouse. A copy of the recorded documents need to be submitted to the City Engineer's Office prior to approval of final plans. The original recorded document is to be returned to the City Engineer's Office.

## Inspection Arrangements

All Private Projects must be inspected and certified by a professional engineering firm, with a professional engineer licensed in the state of Kansas.

Inspection arrangements are the responsibility of the property owner/developer, but may be delegated to the Contractor as needed. Inspection services shall be performed in accordance with the City of Wichita Standard Specifications and Special Provisions available on the City's website in the Public Works section.

## Final Record Drawings

The inspecting firm shall document construction with final record drawings. Final record (as-built) information shall be added to the original .pdf or signed Mylar plans. Add information including the size, make, and reading of all meters. One .pdf (plus Mylar for water plans 500' or more) of final record plans shall be submitted along with the following number of 11x17 paper copies:

PPW:	1
PPS:	3
PPD:	1
PPP:	1

## Contact Information:

MABCD Site Plans Examiner:  
Paul Hays 316-268-4663

Tap Fees/Approved Materials:  
Bryan Smith 316-268-4555

Water Valve Operations:  
Water Dispatch 316-219-8921

Water/Sanitary/Drainage/Paving Plan Review:  
Rebecca Greif 316-268-4505

Stormwater Management:  
Mark Hall 316-268-8337

Bonding Requirements/Field Inspections:  
Tom Mason 316-268-4574

Pavement Cut Permits:  
Linda Firsching 316-268-4418

Engineering's FTP Site Administrator:  
Andy Smith 316-268-4275

Fire Department:  
Cpt. Schowalter 316-268-4441  
Chief Bevis 316-268-4441



CITY OF  
WICHITA

## Construction of Infrastructure Improvements By Private Contract

Water



Sanitary Sewer



Stormwater/Drainage



Paving

[www.wichita.gov](http://www.wichita.gov)

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## Consultant Information